

Notice Number: #149-20

Location: NHHC Headquarters, Washington Navy Yard, Washington, DC

Closing Date: 12/31/2020 (11:59:59 PM (EST))

Command & Location: PDGC - Naval History and Heritage Command

Grade: GS-15

Job Type: **Counsel, Naval History and Heritage Command**

The Navy and Marine Corps team offers innovative, exciting and meaningful work linking military and civilian talents to achieve our mission and safeguard our freedoms. The Department of the Navy Office of the General Counsel has been serving the Department since 1941 and is committed to developing innovative legal solutions to the business and other challenges facing the Navy and Marine Corps to enhance the war fighting capability of the Naval Service. You will find our attorneys stationed across the United States and worldwide, working with Navy and Marine Corps personnel wherever the Department's business is conducted.

There is an anticipated vacancy for a senior attorney to serve as Counsel, Naval History and Heritage Command (NHHC), located at NHHC Headquarters at the historic Washington Navy Yard, in Washington, DC. Counsel, NHHC supervises one Assistant Counsel (GS-0905-13/14), serves as the principal legal advisor to the Director of NHHC, and provides legal advice and staff assistance to NHHC Headquarters and its ten subordinate museums and activities.

NHHC is an Echelon II command under the Director, Navy Staff, with a staff of approximately 300 civilian employees and military members. The mission of NHHC and its subordinate museums and activities is to collect, preserve, protect, organize, and make available the artifacts, records, publications, and art that best embody our naval history and heritage for present and future generations, including maintenance of the USS CONSTITUTION and the Historic Ship Nautilus; advance and operationalize the knowledge of naval history and heritage through professional research, analysis, interpretation, and the creation and delivery of products and services; and make naval history and heritage relevant to Navy leaders and Sailors (past and present) to enhance readiness and esprit de corps; and remind America of the need to protect its citizens, their freedoms, and the nation's maritime commerce.

The incumbent is expected to be responsible for matters that fall within the full range of traditional areas of practice of the Department of the Navy Office of the General Counsel, including civilian personnel law, environmental law, fiscal law, acquisition law, litigation support, standards of conduct, and FOIA and Privacy Act. The incumbent is also expected to have or develop experience and skills in a broad range of legal disciplines peculiar to the operation of federal museums and preservation of historic assets, including: government ethics regulations pertaining to agency interaction with non-Federal entities (with an emphasis on

receipt and use of gifts, volunteer services, and other funding and support agreements with tax-exempt support foundations and other non-Federal entities); historic preservation law; cooperative agreements; Federal personal property law and regulation, including as it pertains to the loan, donation, and other disposition of artifacts and other property; admiralty law; reviewing/drafting legislation; and copyright and trademark law pertaining to the dissemination and use of information, logos, and emblems relative to the Navy's historical collection. This position reports to the Principal Deputy General Counsel through the Counsel, Office of the Chief of Naval Operations.

This position will be filled under the General Schedule (GS) pay system at the GS-15 level. To be considered for selection at the GS-15 level, applicants must have a minimum of five and one-half years of relevant legal practice.

Applicants will be evaluated on: (1) the depth, breadth, and quality of their relevant legal experience; (2) supervisory or similar experience in attorney leadership roles; (3) oral communication skills; (4) interpersonal skills, including the ability to work closely with a variety of senior military and civilian attorneys and staff within the Navy and other federal agencies; (5) ability to develop a strong attorney-client relationship; and (6) the relevance and quality of their legal analysis and writing skills. Because of the broad scope of the position's practice, applicants for this position need not have experience in all areas of law listed above. An applicant's depth, breadth, and quality of experience in the legal disciplines set forth above will be considered. Familiarity with the organization of the Department of Defense and the Department of the Navy, including the Office of the General Counsel and the Judge Advocate General's Corps, is also desirable. Applicants with a record of making significant contributions to the advancement of the DON OGC or equivalent Office of the General Counsel or Law Firm/Office beyond the day to day legal practice is desired.

The successful applicant must have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. Territory, or the District of Columbia, and be admitted to practice before a state or federal court. U.S. citizenship is a requirement because the successful applicant will be required to obtain and maintain a security clearance.

For further information about the position, interested attorneys are encouraged to contact Mr. Tom Lundstrom via email at thomas.lundstrom@navy.mil or phone at (202) 433-2238, or Ms. Jannika Cannon via email at jannika.cannon1@navy.mil or phone at (703) 697-3358.

Applicants should submit a cover letter applying the evaluation criteria to their professional personal experience; a resume; two legal writing samples (no more than 10 pages each; portions of longer documents are acceptable); the two most recent performance appraisals, if available; and the names and telephone numbers of at least three references (other than current supervisor)

who may be contacted. Applicants should clearly indicate if they do not want their current supervisor contacted.

Due to security screening delays, it is recommended that applications be sent via Federal Express or e-mailed to jannika.cannon1@navy.mil. Facsimiles will not be accepted. Hard copy applications may be sent to:

Ms. Jannika Cannon
Counsel, Office of the Chief of Naval Operations (OPNAV)
2000 Navy Pentagon Room 5E486
Washington, DC 20350-2000

This announcement closes at 11:59:59 PM (EST) on December 31, 2020, and complete applications must be received by this date and time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

NOTICE OF VETERANS' PREFERENCE

There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor for attorney hiring. Applicants eligible for veterans' preference must include that information in their cover letter or resume and attach supporting documentation (e.g., DD Form 214, "Certificate of Release or Discharge from Active Duty") to their submissions.

Although the point-preference system is not used, applicants eligible to claim a 10-point preference must submit a Standard Form (SF) 15, "Application for 10-Point Veteran Preference," and supporting documentation required for the specific type of preference claimed. (SF-15, which lists the types of 10-point preference and the required supporting documents, is available from the Office of Personnel Management Website at www.opm.gov.)

Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit <https://www.fedshirevets.gov/index.aspx>, <https://www.usajobs.gov/Help/working-in-government/unique-hiring-paths/veterans>, and see the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.

The United States Government does not discriminate in employment on the basis of race, color,

religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Links:

<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>

<https://www.opm.gov/policy-data-oversight/disability-employment/hiring/#url=Schedule-A-Hiring-Authority>

Legal and Regulatory Guidance Links:

Financial suitability Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>

Social security number request Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>

Privacy Act Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>

Signature and false statements Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>

Selective Service Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>

New employee probationary period Link:

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>

Relocation expenses are not available.